

ROUTING AND RECORD SHEET					
<b>SUBJECT: (Optional)</b> Personal Services Shortfall					
<b>FROM:</b> Office of the Comptroller 7C36 Hqs.		<b>EXTENSION</b>  	<b>NO.</b>  	<b>DATE</b> 29 April 1986	
<b>TO: (Officer designation, room number, and building)</b>		<b>DATE</b>			<b>OFFICER'S INITIALS</b>
		<b>RECEIVED</b>	<b>FORWARDED</b>	<b>COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)</b>	
1.	DDA / MS 7D18 Hqs.			in	FYI: Dan is in touch w/ offices per 4/30 staff mtg to "protect" \$2.4m to make up shortfall
2.	DDA/PLANS	4/30	5/1	MB	
3.	EXO/DDA	2 MAY 1986		EM	
4.	ADDA	3 MAY 1986		lg	
5.	DDA	3 MAY 1986		nl	
6.					DD/A REGISTRY FILE: 30-11
7.					
8.	DDA REG.				
9.					
10.					
11.					
12.					
13.					
14.					
15.					

~~SECRET~~

COMPT 86-610

CONFIDENTIAL

MEMORANDUM FOR: Deputy Director for Administration  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Administrative Officer, DCI Area

FROM: Daniel A. Childs, Jr.  
Comptroller

SUBJECT: Personal Services Shortfall

*Bull:*

25X1 1. The outlook at midyear is for a significant shortfall, possibly as high as [ ] in personal service costs. As agreed at the 18 April Comptroller's meeting, we will reduce the projected shortfall by assigning each directorate a dollar ceiling for personal services. Each directorate will have to live within that ceiling. Specific actions to reduce personal service costs--such as reductions in overtime and summer-only hires, a freeze on implementing new incentive programs, and a freeze on part-time hires--are left to each directorate. [ ]

25X1

2. Attached is a listing of the revised 1986 personal service ceilings for each directorate. These ceilings, which were discussed with your senior plans/budget officers, will be reflected in revised allotments. Living within these ceilings will not be easy, but few alternatives are available to help us reduce our personal service costs. [ ]

25X1

3. A copy of this memorandum has been provided to your staff. [ ]

25X1

[ ]

25X1

Daniel A. Childs, Jr.

25X1

~~SECRET~~

**Page Denied**